App. F. IX-4

Previous References 1938. (P+S.)

File No. 31-38
Serial Nos. 5—6.

Letter References
P+Q. 2-38, Hrs. 99, 124.

PRESERVED

GENERAL AND REVENUE SECRETARIAT.

Serial Nos. Two

(5)

Part B for January, 1939.

SUBJECT.

New Rule Proposed re :— Maintenance of Proper Accounts by Govt. Book-selling Agents.

No. G. 6793-5 dt 11.1.39.

WD 0295—GPB—22,500—18-8-37

To, The Secy., Govt. Central Book Depot,
" D. P. I.,
" Comptroller,

Approves the inclusion as Rule 12 (a) of the ——

Govt
Book selling Agents.

General and Revenue Secretariat — File No. 31/3566 of 1938. — [App. F. III—2

429.

Serial No. 5

From the supdt., govt. central Book Depot.

No. 3033 dt 19-12-38.

proposes that in order to facilitate the inspection work and to regularise the maintenance of accounts properly by the Govt. Book selling Agents, a sub section referred to in the letter may be included as Rule 12(a) in the Agreement

submd. with a draft appraising the proposal.

BB 22/12
22/12

Dept Dey 22/12

7.1.39

7.1.39

6 To the supdt., govt. Book Depot
the D.P.I.
the Comptroller

No. 6793-5 dt 11-1-3

Approves the inclusion the new rule as Rule 12(a)

NOTE—Contn. Sheet.

WD 0514—GPB—30,000—2-9-38

B. D. F. No. 24]

(2)

GOVERNMENT CENTRAL BOOK DEPOT, BANGALORE.

No. 3033

.....6th December.....193 8

Encl. one

19 Rs 35-06

429

FROM

THE SUPERINTENDENT,
GOVT. CENTRAL BOOK DEPOT,
BANGALORE.

To

The Secretary to the Government of
His Highness the Maharaja of Mysore,
Development Department, Bangalore.

SIR,

I have the honour to state that according to rule 12 page 4 of the Agency Agreement (Copy of which is submitted for kind perusal) the Government Book Selling Agents are required to maintain an account of all the books received, the sales effected and the amounts credited to Try. in respect of their agency work.

Reports have been received from some of the Inspecting Officers viz. the District Educational Officers and Assistant Inspectors, that these returns are not properly maintained by the Agents.

In order to facilitate the Inspection work and regularise the maintenance of accounts properly by the Agents, I propose to include the following Rule as 12(a) in the Agreement.

Rule 12 (a)

"The following are the Accounts and Records to be maintained by the Agents, which shall be open for Inspection by the Officers ~~under reference~~ in Rule 12"

Accounts.	Records.
1. Day Book of Receipts.	1. Inward file of all Official letters received.
2. Day Book of Sales	2. Outward Register of all letters despatched.
3 Treasury Remittance Register.	3 A file of office copies of all Accounts, indents invoices, bills, receipt and other documents connected with the Govt. Book Selling Agency.
4. Register of Monthly accounts to be submitted to the Superintendent, Government Central Book Depot.	

I request the approval of Government for the above proposal

I have the honour to be,

Sir,

Your most obedient servant

19/12/38

Superintendent

19/12/38 19/12/38

OFFICE OF THE SUPERINTENDENT, GOVERNMENT CENTRAL BOOK DEPOT, BANGALORE.

GOVERNMENT PRESS BUILDINGS.

Notification A. B. No. 3, dated 1st November 1938.

1. Applications in the accompanying form are invited from approved book-sellers and others for holding Agencies for the retail sale of publications of the Education Department, of official publications, and of such school books as are stocked for sale at the Central Book Depot. The rules and conditions governing the working of these Agencies together with a list of Agencies and Branch Depots working on 1st November 1938 are printed below. Applications should be forwarded to the Superintendent, Government Central Book Depot, Bangalore, not later than the 15th January 1939, through the District Educational Officer of the District in which the Agency is to be established. Applications received after this date will not be considered.

2. The following departmental publications are not stocked in the Depot for sale:—

1. Balabodhe, Part I.
2. Do Part II.
3. Kannada Reader, No. I.
4. Do No. II.
5. Do No. III.
6. Kannada Reader, No. IV.
7. Hindudesada Charitre, Part I.
8. Do Part II.
9. Geography of the World, Part I.
10. Child's Geography.

3. Persons who are already holding Agencies should intimate before the 20th January 1939, direct to the Superintendent, Government Central Book Depot, Bangalore, their intention to continue as Agents for at least another year. They must renew their agreements and execute fresh bonds on or before the 10th March 1939, if their offer is accepted. Unless this is done, their Agencies will not be continued for the next year.

4. Intending applicants are required to note that the privilege of corresponding "On Service Unpaid" is limited only to correspondence between the Government Central Book Depot and the Agents pertaining to the monthly cash accounts which the latter have to send to the former under the terms of the Agency. Other correspondence sent on "Service Unpaid" will not be attended to and such correspondence will be sent to the Superintendent of Post Offices for taking such action as he deems fit.

5. Books indented for will be sent **by goods train** to the Agents to the nearest Railway Station, the transit and packing charges being met by the Superintendent, Government Central Book Depot. **If they are required to be sent by Railway Parcel or by post, the transit charges will have to be borne by the Agents.**

6. Indents will be complied with in the order in which they are received. The Government Book Depot cannot hold itself responsible for any inconvenience or loss caused by the non-receipt of books in time.

Form of Application.

To

The Superintendent,
Government Central Book Depot,
Bangalore.

THROUGH

The District Educational Officer,
.....District,

I tender herewith an application for holding the agency for the retail sale of departmental publications and books. I have read the rules for the grant of an agency and am willing to abide by them.

....
Signature.

N.B.—To be submitted to the Educational Officer, on or before the 10th January 1939.

1. Name of applicant (Individual, Firm, Society or Company).	
2 Town and street in which the Depot will be established.	

3	Hours of business	
4	Other line or lines of business undertaken by the applicant or his occupation.	
5	Name of Partners, Manager, Directors or Secretary in the case of a company.	
6	Name and designation of the person authorised to act on behalf of or in the absence of the applicant.	
7	Applicant's and Agent's specimen signatures. (Three copies should be given on a saparate sheet of paper).	
8	Public or semi-public office, if any, which the applicant or any of the partners may be holding.	
9	Is the applicant willing to offer cash security as per rules?	
10	If approved by Government as a book seller, a copy of Government Order intimating the approval may be furnished.	
11	Certificate or certificates from the local authorities as to *bona fide* of the Agent to be enclosed.	
12	The District Educational Officer's opinion with dates of receipt and despatch.	
13	Orders of the Superintendent, Government Central Book Depot, Bangalore.	

Agreement form to be executed in duplicate, each on a Ten-anna General Stamp Paper, printed copies of which will be supplied from this office on receipt of Rs. 1-4-0 in cash.

N.B.—(The name of the applicant, of the signatory to the Agreement Bond and of the depositor or endorsee must all be one and the same).

An agreement in duplicate made this..... .....day of .....one thousand, nine-hundred and thirty-nine between the Superintendent, Government Central Book Depot, Bangalore, on behalf of the Government of Mysore (hereinafter called the Principal) of the one part, and.....(hereinafter called the Agent) of the other part whereby it is agreed as follows:—

1. The Agent is hereby appointed the retail seller at..... for the term of one year, from the 1st May 1939 (but determinable as hereinafter mentioned) of such text-books and other publications of the Education Department as may be published or issued for sale by the Principal from time to time.

2. The Principal will supply the Agent on indents from the Agent, the said books and publications and deliver the same in such quantities not exceeding at one time Rs..... in value, with necessary directions and in every way ready for sale.

Note.—The Agents at district headquarters will be allowed to take up the agency for the sale of official publications also on the same security deposit as they have furnished for taking up the agency for the sale of the publications of the Education Department.

3. The Principal will, from time to time, furnish the Agent, particulars of the price at which the books and publications entrusted to him may be sold by him and the Agent shall not sell them at prices other than those fixed by the Principal. **He shall not expose for sale a new edition of a book or one of less value before all copies of the old edition are sold.**

4. The Agent shall place on the premises where he carries on the agency business hereby constituted, not only a signboard but also a price list notifying to the public as conspicuously as possible, the price of the books and publications he is hereby authorised to sell. He shall make proper and sufficient arrangements for the sale of the said books and publications at all reasonable and convenient hours of business.

5. The Agent will be given credit to the maximum extent of Rs ....and shall furnish a security to the extent of the credit allowed to him. The particulars of the security furnished shall be as noted below:—

Deposit in the Government Savings Bank, *vide* Pass Book No.....,dated .....issued by the.....Treasury at..... .....for Rs. ....

NOTE.—No other security, except the Government Savings Bank deposit, shall be accepted in the case of the new applicants.

6. The Agent will be supplied with books and publications to the extent of the credit above specified and until sold and accounted for, they shall remain in the hands of the Agent as the property of the Principal. The Agent may, however, return to the Government Central Book Depot, Bangalore, such books and publications as remain unsold, at any time before the expiry of three months from the date of issue, provided they are at the time of return in good saleable condition. While returning the unsold books the Agent shall also send to this office, a list showing names of books returned, quoting the number and date of this office invoice, with which each book was supplied or quoting the number and date of this office letter in which, permission if any, was granted for retention of any book or books. In the absence of this information, books returned as unsold shall not be accepted. **In the case of return of unsold books to the Government Central Book Depot, all transit charges will have to be borne by the Agent.** In the event of such returns being accepted, credit shall be given for the value thereof. In case they are not returned within the prescribed period of three months or in case permission is not obtained from the Superintendent to retain them for a further period of three months, they will be considered to have been sold to the Agent, and no refund will be given on them. Books so returned should not bear the stamp of the Agent, or of the Firm. **Text books published annually such as Kannada and Sanskrit Lower Secondary and S. S. L. C. Texts are supplied to the Agents on "non-returnable" basis only.** Care should therefore be taken to indent for copies actually required. **Besides the above books, such other books as are marked "non-returnable" in the invoice will not be taken back.** The Agent shall open the agency within three weeks from the date of the communication of his appointment as Agent; otherwise the agency sanctioned in his favour will be cancelled.

7. The Agent shall not give credit to any person except at his own personal risk.

8. **The Agent shall bind himself not to sell books in bulk to other book-sellers or traders who buy the books with a view to sell them at a price less than that fixed by the Principal and thus cause loss to other accredited agents in the locality.**

9. The Agent will be allowed a commission of 15 per cent upon the price of all the publications of the Education Department sold by him on behalf of the Principal.

10. Books indented for by the Agent shall always be sent to the nearest Railway Station by goods train, free of cost, unless the Agent wishes the books to be sent by post or railway parcel in which case he has to bear the postage or railway freight. The Principal will not be liable to bear the whole or any part of the office expenses of the Agent, which term shall include the rent of premises, wages of clerks and servants, cost of stationery and other expenses that may be incurred in conducting the Agency. Indents will be complied with in the order in which they are received and every care will be taken to comply with indents promptly. If however, owing to any cause, there is delay in complying with the indents this office will not be liable to any loss or damage, which may occur to the Agent. Indents received on and after the 26th of the month will be attended to on the 1st of the following month, on account of the test-checking of stock during the interval. **Indents for books less than Rs. 30 in value will not be complied with as the same cannot be sent by railway goods unless the Agent wants them to be sent by post or railway parcel, in which case the Agent should meet the forwarding charges.**

11. The Agent shall pay **at or before the end of each month** all money received by him in the course of the Agency business into the.....Treasury, to the credit of the Principal after deducting the commission payable to him as hereinbefore mentioned. The Treasury Receipts for such payments shall be forwarded **before the 5th of the month following,** to the Superintendent, Government Central Book Depot, Bangalore, with a statement of cash

and sale accounts of the previous month as per form to be obtained from the Depot. Even if there are no sales in any particular month, **a nil statement** in the prescribed account form should invariably be submitted to the Superintendent without fail. The relative Treasury Receipt or Receipts, in respect of sale amounts remitted to Treasury, should accompany the monthly statement of account concerned.

12. The Agent shall keep a true account of all such books and publications as the Principal shall from time to time, deliver or consign to him or that may come into his hands and of all sales and all moneys which shall have been received by him or come to his hands for and on account of the same, and he shall transmit a copy of such account to the Superintendent, Government Central Book Depot, Bangalore, every month. All the books, accounts and other writings relating to the matters aforesaid shall, at all reasonable times, be open to the inspection of the Principal or any person or persons appointed by him in this behalf. The Agent shall submit to the Superintendent, Government Central Book Depot, Bangalore, an acquittance once a year acknowledging the correctness of his accounts failing which, the balance shown in the circular sent from the Government Book Depot, will be taken as correct.

13. This Agency shall, *ipso facto*, determine (save as far as concerns the rights and remedies of the Principal) upon the commission by the Agent of any grave irregularity or fraud on the Principal in connection herewith, or upon his failing to carry on any stipulation contained in this Agreement, and in the case of breach or non-performance or of neglect to observe the same, the Agent shall forfeit to the Principal, the whole of his security deposit or such portion thereof as may be deemed necessary in his discretion owing to the inconvenience caused to the public.

14. Either of the parties hereto may give to the other, three calendar months' notice in writing of his intention to determine this Agreement and on the expiration of such period this Agreement shall be wholly determined. In case the Principal is satisfied that the closure of the Agency on the Agent's application in the middle of the year or his inactivity preceding his desire to terminate it, is likely to cause serious inconvenience to the purchasing public, he may levy from the Agent a fine not exceeding Rs. 50.

15. At the termination of the contract, the Agent shall return the unsold books in good saleable condition and without contravening any clause of the Agreement, to the Government Central Book Depot along with the closing accounts and a Treasury Receipt for the sales so far effected. **If the accounts are not finally settled within 30 days from the date of termination of the contract, interest at 6¼ per cent will be charged on the amount due by the Agent to the Government Central Book Depot.**

In witness whereof the parties hereto have hereunto affixed their signatures the day and year first abovewritten.

In the presence of witnesses.

1.....

2.....

Signed before me.

Seal.

Principal.

(1) Magistrate, or

(2) District Educational Officer, or

(3) (*a*) Assistant Inspector of Education, and
(*b*) a respectable person of the place.

N B.—The Agents for the sale of the above publications may sign their bonds before a Magistrate or the District Educational Officer or any Assistant Inspector in the District and a respectable person of the place and send the same to the Superintendent, Government Central Book Depot, Bangalore, by registered post.

To

The Officer-in-charge of the District or Taluk of the State Huzur Treasury

Sir,

I have the honour to apprise you that I have authorised the Superintendent, Government Central Book Depot, Bangalore, to treat the sum of Rs.....deposited by me in the Savings Bank at your treasury as per Pass Book No.....,dated..... .....as security to Government on behalf of myself for selling the publications of the Education Department. I agree that the same will not be payable to me until I shall have produced to you the express written sanction of the Superintendent for the release of the security. I have also agreed not to object to the payment by you of the whole or any part of this deposit to such Superintendent, Government Central Book Depot, upon his claiming it and not to make any claim for interest from the date on which the interest has ceased to accrue, owing to the payment of the principal to such Superintendent, Government Central Book Depot, or from the date on which such Superintendent, Government Central Book Depot, shall have revoked the authority to your Treasury to pay me the interest.

I have the honour to be,

Sir,

Your most obedient servant,

Signature of the depositor and his designation.

Other Information of use to Agents.

1. The credit limits for Agents will ordinarily be as follows:—

		Rs.
(i)	For Agents at District Headquarters	500
(ii)	Do. for Taluk do	250
iii)	Do Hobli and other Village Headquarters	100

iv) (*a*) Agents at places other than Taluk or District Headquarters may apply to the Superintendent, Government Central Book Depot, for the increase of the credit limit to Rs. 250, if they so desire.

(*b*) Agents at District and Taluk Headquarters are permitted to have their security amounts reduced by onehalf, if they so desire, consequent on the transfer of the sale of ten publications of the Education Department to the Bangalore Press.

(v) Agents at District Headquarters are permitted to take up the Agency for the sale of official publications also on the same security deposit which they have offered for sale of publications of the Education Department.

2. The accounts are to be closed at the end of every month and copies of the accounts submitted to the Superintendent by the 5th of the next month. Even if there are no sales in any particular month, a **nil statement** in the prescribed account form should be submitted to the Superintendent without fail. Failure to submit the accounts in time may cause the next indent to be withheld and if the account is not sent within the end of the next month steps may be taken to determine the Agency.

3. At least three clear working days must be provided from the date of receipt of the indent at the Central Depot to the date of its despatch therefrom. No more than two indents may generally be sent in a week. Indents received on and after the 26th of the month, will be attended to on and after the 1st of the next month, on account of the test checking of stock during the interval.

4. The privilege of corresponding on "Service Unpaid" is restricted to correspondence between the Agents and the Superintendent, Government Central Book Depot, Bangalore, pertaining to the monthly accounts which the former have to furnish to the latter under the terms of the Agency. Correspondence on other matters must not be sent on "Service Unpaid."

5. Lists of publications of the Education Department and other books stocked for sale at the Government Central Book Depot, Bangalore, will be published and supplied free of cost to the Agents. Arrival of new books at the Government Central Book Depot, Bangalore, will be notified from time to time in the *Mysore Gazette*. Indents for educational books other than those in the list and those published in the Gazette will be ignored.

6. If an Agent wishes to have his Agency terminated within the year, he may obtain permission to do so from the Superintendent, Government Central Book Depot, Bangalore, three months before the date on which he wishes the Agency terminated. On receipt of a reply, agreeing to the termination of the Agency, the Agent may return all the books in stock with him without contravening any clause of the agreement, together with a treasury receipt for the value of books he may have sold since his last account was made up. Such of the books as are in a saleable condition and were sent to him from the Government Central Book Depot within the last three months or those that have been permitted by the Superintendent in writing to be retained for a further period will be accepted and credit given.

7. Agencies will be inspected at least once a year by the officers noted below in the course of their inspection tour. Facilities must be afforded by the Agents for inspection at all times as per agreement :—

(i) Agencies with a stock limit of Rs. 250 and above by the District Educational Officer or by the Assistant Inspector at the former's request.

(ii) Agencies with a stock limit of Rs. 100 by the Assistant Inspector of Education of the Range.

8. While remitting the sale proceeds to the Treasury by means of the prescribed printed chellans, the following head of credit should be invariably noted and name of the Treasury mentioned :—

(1) *For Educational Departmental Publications.*—

"XII. Stationery and Printing, 4. Sale Proceeds of Educational Books and Maps."

(2) *For Government Official Publications.*—

"XII. Stationery and Printing, 1. Gazette and other Publications."

9. The calculation of commission taken should be worked out in detail and shown in the statement of account or on a separate sheet of paper. In calculating commission, only multiples of 3 pies shall be taken into account or allowed as commission. Fractions of a smaller amount shall be left out.

List of Agencies and Branch Book Depots as on 1st November 1938.

No.	Place	Agent or Branch Book Depot
	I. BANGALORE DISTRICT.	
1	Bangalore City ..	*The Secretary, Bangalore Printing and Publishing Company, Ltd. (Mysore Road).
2	Do Chikpet ...	*Mr. L Krishna Setty, Agent (Sri Saraswathi Ratnakara Book Depot).
3	Do do. ..	Mr. H Alasingrachar (of Vidya Vilas Book Depot).
4	Do Arcot Srinivasachar Street.	*Mr. M S Rangappa, Agent
5	Do Malleswaram	*Mr. S C Narasinga Rao (of Messrs. Srinivas & Sons), Agent.
6	Do Avenue Road	Mr. K V Dasappa (Bharathi Publishing House).
7	Do. do	Mr. H Govinda Rao (Saraswathi Bhandara)
8	Do do	*Mr. K Nanjundarama Setty (of Srikanteswara Book Depot).
9	Channapatna	Mr. S Krishnaswamy, Agent
10	Dodballapur	*Lokasevaniratha* Mr. D Kongadiappa, Agent.
11	Do ...	Mr. R Gurubasavaiah, Agent
12	Nelamangala	Mr. B Siddakrishna Setty, Agent
13	Closepet	Mr. S Chandrabhan Singh (of Sri Sitharam Book Depot).
14	Devanhalli Town	Mr. S C Maligappa Setty (Stamp Vendor and General Merchant).
15	Thyamagondlu, Nelamangala Taluk ...	Mr. Raja Srikanta Setty (of Raja Stores)
16	Kankanhalli ...	Branch Book Depot
17	Hoody. (Bangalore Taluk)	Do
18	Thippagondahally (Magadi Taluk) ..	Do
	II. KOLAR DISTRICT.	
1	Kolar	*Mr. M Srinivasa Rao, Agent (The Town Mart).
2	Bowringpet	Mr. M Subba Sastry, Agent
3	Manchenahálli, Goribidnur Taluk ...	Mr. K R Venkatanaranaiya, Agent
4	Chintamani	Mr. G Honnappa, Agent (Sri Brahmachaithanya Stationery Mart).
5	Robertsonpet	Mr. M Hiriyanna, Agent (Srinivas & Co.).
6	Sidlaghatta	Mr. K G Krishna Sastry, Agent
7	Mulbagal	Mr. Kopparam Krishniah Setty (of Messrs. Krishnaiah Setty & Bros.).
8	Goribidnur	Mr. T Chendriah (Railway Station Road)
9	Malur (Kolar District)	Mr. Kanchi Subbaraya Setty
10	Chickballapur	Mr. S V Krishna Murthy Rao (Proprietor of Sri Krishna Press).
11	Hosur (Goribidnur Taluk) ...	Mr. Y Seshappa (Helper, Mysore State Life Insurance, Public Branch).
12	Masti, Malur Taluk	Branch Depot
13	Kyalanur, Kolar Taluk	Do
	III. TUMKUR DISTRICT.	
1	Tumkur	Messrs. T C Annadanappa & Co., Agents
2	Do Chickpet	Mr. T R Guruchannabasappa (of Messrs. T R G Channabasappa & Bros.).
3	Madhugiri	Mr. E V Subbaraya Setty, Agent
4	Sira	Messrs. A Dasappa & Sons, Agents

* Official publications also stocked.

No.	Place	Agent or Branch Book Depot
	III. TUMKUR DISTRICT—*Concld.*	
5	Tiptur	Messrs. K Gundappa & Sons, Agents
6	Honnudike, Tumkur Taluk ...	Mr. H C Guruviraradhya, Agent
7	Tovinkere	Mr. H P Puttanna, Agent
8	Kadaba, Gubbi Taluk	Mr. Dhanapal Subbaiya Setty, Agent
9	Gubbi	Mr. A Gubbi Huchappa, Agent
10	Kunigal	Mr. K V Govinda Setty, Agent
11	Chiknayakanhalli	Branch Book Depot
12	Huliyar	Do
13	Kallambella (Sira Taluk)	Do
	IV. MYSORE DISTRICT.	
1	Mysore (Jagan Mohan Palace Road) ...	*Mr. M S Ramanna, Agent (M G S & Sons)
2	Do (100 Feet Road) ..	*Messrs. H Venkataramaiya & Sons, Agents (Vidyanidhi Book Depot).
3	Malvalli ...	Mr. M L Naranappa, Agent (M L N Book Depot).
4	Do ...	Mr. M V Venkatappa, Agent (Sri Sharada Book Depot).
5	Mandya ...	Mr. K Nanjundaswamy Setty, Agent (Srinivasa Central Book Depot).
6	Mandya Town (Big Bazaar) ...	Mr. M V Anantha Ram Bhatta (Viswanath & Co.).
7	French-Rocks	Mr. H Subba Rao, Agent (Sri Venkatesa Hall).
8	Nanjangud ...	Mr. N Ranganna, Retired Head Gumasta Bookseller.
9	Nanjangud Town	Mr. Venkatesan (of Messrs. Venkatesan Bros.).
10	Chamarajnagar	Mr. C Venkataramana Sastry, Agent
11	Do	Mr. S Shamanna (of Sri Saraswathi Book Depot).
12	Nagamangala	Mr. S Venkata Setty, Agent
13	Maddur	Mr. M P Siddabasappa (Stationery Mart
14	Bellur, Nagamangala Taluk ...	Mr. P Padmarajiah (General Merchant)
15	Krishnarajpete	Branch Book Depot
16	Krishnaraj Sagar, South Bank ...	Do
17	T.-Narsipur	Do
18	Kikkeri, Krishnarajpete Taluk ...	Do
19	Saligrama, Krishnarajanagar Taluk ...	Do
20	Seringapatam	Do
21	Halagur, Malvalli Taluk	Do
	V. HASSAN DISTRICT.	
1	Hassan	*Messrs. H Sivaramaiya & Sons, Agents
2	Do	*Mr. H V Srirangas Setty, Agent (Sri Ranganatha Hall).
3	Banavar	Mr. P V Ramaiya Setty, Agent
4	Hole-Narsipur	Mr. N Janardana Setty, Agent
5	Do	Messrs. N Dasappa Setty & Sons, Agents
6	Arkalgud	Mr. M S Chandrappa, Agent
7	Channarayapatna	Mr. C Krishna, Agent
8	Javagal (Arsikere Taluk)	Mr. J K Nirvana Setty (of Messrs. Narjunda Setty, Kapini Setty & Sons).
9	Arsikere	Mr. K Pranesha Rao (Bookseller and Stationer).
10	Madalu (Arsikere Taluk)	Mr. M N Nanjappa Setty

Official publications also stocked.

No.	Place	Agent or Branch Book Depot
	V. HASSAN DISTRICT—*concld.*	
11	Kanakatte, Arsikere Taluk ...	Branch Book Depot
12	Harnahalli (Arsikere Taluk) ...	Do
13	Belur	Do
14	Nuggihalli (Chennarayapatna Taluk) ...	Do
	VI. KADUR DISTRICT.	
1	Kadur	Mr. K L Viswanathan, Agent
2	Chikmagalur	*Mr J Gunda Jois, Agent
3	Do ...	*Messrs. A N Murthy & Bros., Agents
4	Birur	Mr. K R Satyanarayana Setty, Agent
5	Ajjampur, Tarikere Taluk ...	Mr. M Narasimhiah (Retired School Master and Bookseller).
6	Narasimharajapura	Branch Book Depot
7	Sringeri	Do
	VII. CHITALDRUG DISTRICT.	
1	Chitaldrug	*Messrs. B Garudachar & Sons, Agents
2	Do ...	Mr. M Venkataramana Setty, Agent
3	Davangere	Messrs. K Bhogaiya Setty & Bros., Agents
4	Do	Mr. M Veerappa, Agent
5	Hiriyur	Mr. H Siddarama Setty, Agent
6	Holalkere	Messrs. A S Gupta & Bros., Agents
7	Bilichodu, Jagalur Taluk	Mr. H J Nagakumarappa, Agent
8	Belagur, Hosdurga Taluk ...	Mr. K Ramachandra Setty, Agent
9	Jagalur	Mr. D Shama Rao, Landholder and Bookseller.
10	Lokikere, Davangere Taluk ...	Branch Book Depot
11	Chellakere ..	Do
	VIII. SHIMOGA DISTRICT.	
1	Shimoga	*Mr. D L Seshappa Setty, Agent
2	Do	*Messrs. K S Venkatramana Setty & Sons, Agents.
3	Shimoga Town	*Mr. N Thammiah (of Elite Stores)
4	Do	Mr. B N Srikantiah (General Merchant)
5	Honnali, Main Street	Mr. K Halappiah
6	Nyamati	Mr. N D Sekharappa, Agent
7	Hosanagar	Messrs. Lingojappa & Sons, Agents
8	Bhadravati	Mr. V G Kasbekar, Agent
9	Shikarpur	Messrs. Rudra Sastry & Bros., Agents
10	Shiralkoppa	Mr. B Seshappa Naik, Agent
11	Harnahalli, Shimoga Dist. ...	Mr. H G Gadlappa
12	Sagar	Mr. K. R. Bhimappa, Stationery Merchant and Jail Contractor.
13	Tirthahalli	Mr. Balakrishn Shenoy (of Srinivasa Coffee Works).
14	Kotehal, Channagiri Taluk ..	Branch Book Depot
15	Santebennur	Do
16	Sorab	Do
17	Saswehalli, Honnali Taluk ...	Do

* Official publications also stocked.

B. VENKATASUBBA RAO,
Superintendent.

G. R. S. App. F VI—G 2]

(13

SUBJECT .....

.....

.....

5 copies

Diary No. of letter replied to.....

General and Revenue Secretariat

( )

the

Section. P & S

File No. 31 - 38

Serial No. 6

Proceedings of the Government of His Highness the Maharaja of Mysore.

Date of issue 11/1/1939.

Signed by Mr. C.V.V.C

Read— Letter No. 3033 dated 19-12-38 from the Supt. Govt. central Book Depot Store ~~Depository~~, regarding the maintenance of accounts by the Govt. Book selling Agents

Order No G.6793-5.

~~Order thereon.—No.~~ The Supdt. reports that ~~even though~~ according to Rule 12 of the Agency Agreement the Govt. Book selling Agents are required to maintain an account of ~~all~~ all the books received, the sales effected

May this be—

(i) printed ?

(ii) treated as a standing order ?

(iii) published in the Gazette, English Part ?

(iv) translated ?

(v) placed at the disposal of the press ?

(vi) published in the Gazette, Kannada Part ?

P.T.O.

to the Treasury in respect of their agency work, the inspecting officers have complained that these returns are not properly maintained by the Agents. In order to facilitate the inspection work and regularise the maintenance of accounts properly by the Agents the Govt. proposes to include the following Rule as 12(a) in the Agreement -

Rule 12 (a)

"The following are the accounts and Records to be maintained by the Agents, which shall be open for inspection by the officers referred to in Rule 12".

List of Enclosure

Copied by

Examined by

WD 0523—GPB—22,500—22-3-37

r. R. S. App. F. G. 3

GENERAL AND REVENUE SECRETARIAT.

(*Continuation sheet draft form.*)

Accounts

1. - Day Book of Receipts.
2. Day Book of Sales
3. Treasury Remittance Regis
4. Register of Monthly Account to be submitted to the supdt; Govt. central Book Depot.

Records

Inward file of all official letters received.

2. outward Register of all letters despatched.

3. A file of office copies of all Accounts, indents, invoices, bills, receipt and other documents connected with the Govt. Book selling Agency.

Govt. are pleased to approve the above proposal.

P.T.O

by secy. to Govt. Rev. Deptt.

WD 0565—GPB—22,500—8-11-38

The supdt. post central
Bank depot

The D.P.O.

The comptroller

7 22/12.